

AWIB Resolution Process

Definition: a formal expression of opinion or intention made, usually after voting, by a formal organization, a legislature, a club, or other group.

During the initial drafting process of a resolution the following needs to be identified:

1. What steps are needed for implementation?
2. Who are the stakeholders?
3. What are the expected outcomes?
4. Will this resolution require a policy or regulation change?

A resolution can be drafted by an individual committee, the Executive Committee, or at an AWIB meeting.

- If at the individual committee level, the draft must be approved by the Executive Committee then by the AWIB.
- If at the Executive Committee level, the draft must be approved by the AWIB.
- If at the AWIB meeting level, the draft and approval will come during an AWIB meeting.

If during each of these processes a change to the resolution is required then the draft resolution will be returned to the individual committee for addition, clarification, or correction. Then the approval process will begin again.

Once the resolution is passed by the AWIB it is sent with a cover letter from the AWIB Chair to the Governor, Commissioner, and any applicable Department or agency.

A press release will be issued with the resolution(s) passed and include a link to the AWIB website where each resolution can be reviewed.

If a policy or regulation change is needed then collaboration with stakeholders will be required. A public notice will issued. This will be tracked by the Legislative Committee.